

University of Colorado Hospital Unlicensed Undergraduate Nursing Student

Scope of Practice Guidelines

UCH Goal: to provide optimal clinical learning experiences for all students affiliating with University of Colorado Hospital, in accordance with patient safety goals and the mission, vision and values of the institution as an academic hospital.

Purpose: to assure there is clarity of roles and responsibilities among all parties identified in the clinical affiliation contract, *to maintain optimal patient safety*, adequate student supervision, clinical staff support to provide the supervision, and clear communication with the academic entity contracting with UCH for the affiliation experience.

Related Policies and Procedures:

Preceptor Policy
Student Affiliation Experiences

1. Student Responsibilities

Unlicensed Undergraduate Nursing and Nursing Doctorate students who have a clinical experience at the University of Colorado Hospital (UCH):

- Must abide by all hospital policies and procedures.
- Attend all required clinical orientations.
- Must wear student ID badge at all times when in the student role at UCH.
- Maintain patient confidentiality standards according to HIPAA regulations.
- Must report off to the RN preceptor assigned to the patient or the unit charge nurse when leaving the floor for any reason, and at the end of the shift.
- Must introduce self to patient indicating you are a student working with RN staff to provide care.
- Will participate and perform direct care of patients under the supervision of a Registered Nurse, Clinical Instructor and/or CNS/Educator.
- **Must notify the clinical instructor and charge nurse immediately when a medication error or other adverse incident occurs.**
- **Adverse occurrences will be reviewed by the school of nursing faculty and UCH staff to determine the appropriate course of action.**
- Must notify the RN preceptor and/or clinical instructor immediately when there is a change in the patient's condition, or if any problem occurs with the patient, family, or equipment.
- Will be prepared to discuss patient care assignments and articulate basic, pertinent, theoretical knowledge prior to participating in direct patient care. Maintain and update school of nursing student skills check list.
- Must report absence to the unit charge nurse and notify the Clinical Instructor at least one hour prior to the scheduled clinical shift.

- Students who are not prepared for clinical, as specified by course requirements which may include completed care plans and medication cards/data, will not be allowed to practice that clinical day. The Preceptor will notify the Clinical Instructor who will follow through with the appropriate disciplinary actions according to the school of nursing's guidelines.

2. Documentation

Students may document in the computer and/or written medical permanent record. Such documentation must include the student's name (first and last name) and the designation SN. For written documentation the student must first show documentation on a separate paper for review by the Preceptor/Clinical Instructor before entering it into the patient's permanent record. For computer documentation, the Preceptor/Clinical Instructor must be present during documentation sessions. **Any independent documentation entry (written or computer) is at the discretion of the Preceptor/Clinical Instructor/Nurse Educator.** Student documentation will adhere to the UCH policy and procedure standards.

ALL STUDENT DOCUMENTATION MUST BE CO-SIGNED BY THE RN PRECEPTOR/CLINICAL INSTRUCTOR/EDUCATOR.

3. Medication Administration

Students may administer medication by IM, IV, SQ, PO, SL, rectally and/or topical routes as appropriate to the level of the student skills and course objectives as taught by the school of nursing. **All medication administration MUST be administered under the direct and visual supervision of the RN Preceptor/Clinical Instructor.**

NOTE: Medication administration (MAR) documentation must be co-signed per all other student documentation.

Student will receive their own Pyxis access number to remove, waste, and return patient medications.

4. Skills/Procedures

Students may administer non-medication procedures previously performed in the school of nursing learning/skill/resource lab, and additional skills as taught in the clinical area and supervised by the RN Preceptor/ Clinical Instructor.

A. Students may perform the following activities as taught by the school of nursing. **These activities must be performed under the direct and visual supervision of the Preceptor/Clinical Instructor/Educator:**

1. Administer routine intravenous (IV) fluids
2. Administer continuous medication infusions
3. Administer IV piggyback medications
4. **Monitor** patient during administration of blood and/or blood products
5. Administer IV push medications
6. Administer narcotics
7. Perform venipuncture for blood drawing

8. Insertion and care of a peripheral IV line
9. Blood glucose testing (under the RN preceptor code)
10. Complex wound care
11. NG tube insertion and care
12. Small bore feeding tube care (not insertion)
13. Central line dressing change
14. Monitoring patient with minimal or moderate patient sedation
15. Patient Controlled Analgesia pump administration and monitoring
16. Monitor patient on epidural/PCA therapy.
17. Draw blood from central lines/PICC lines (**senior level students only. UCH Venous Access Device Drawing Blood from Central Line skill competency successfully completed by student**).

B. May not perform the following activities due to their lack of licensure status and/or UCH standards:

1. Arterial blood gas (ABG) puncture.
2. Draw blood from an arterial line.
3. Accept verbal or telephone physician orders
4. Administer vasoactive drugs. (May monitor and titrate under direct visual RN supervision)
5. Narcotic counts
6. Pyxis access to narcotics
7. Administer chemotherapy
8. Administration of blood or blood products, including cannot check for patient identification and blood type.
9. Remove central lines
10. Administer sedation medications.
11. Administer intrathecal medications.

5. Suspected Substance Abuse

Students who are suspected of abusing alcohol, drugs, or other illegal substances will be immediately subject to removal from the clinical area after consultation with the Clinical Scholar/Instructor. UCH policies related to substance abuse will be enforced. The Clinical Scholar/Instructor will notify the school of nursing representative.

6. Unit Specific Restrictions:

Individual nursing units at UCH reserve the right to further define and/or limit the clinical practice parameters of unlicensed undergraduate/nursing doctorate nursing students involved in patient care on the unit.

Women's Health units:

The following activities must be performed under the direct and visual supervision of the RN preceptor/clinical instructor/educator:

- External fetal monitor placement.
- Vaginal exams or cervical checks.

Students must not perform the following activities:

- Administer IV Pitocin or IV Magnesium.
- Transport infants to or from the nursery.
- Remove patients from fetal monitors for any reason.

Psychiatric units:

Students must not perform the following activities:

- Administer any medications.

NICU:

- Students can insert small bore feeding tubes and administer feedings with RN supervision.

Ambulatory Clinics:

- Students are to complete the scavenger hunt list on the first clinic orientation day.
- Students may participate in patient care only under the supervision of a Registered Nurse.
- In addition to **Skills/Procedures in Item #4**, students in ambulatory clinics:

May perform unsupervised	Require direct visual supervision by RN
Promote patient safety and comfort	Phlebotomy for blood tests
Promote patient education	IV insertion
Stool, urine, sputum sample collection	Point of care testing using RN access code
Vital signs	TB testing, peak flow measures, inhalers with/without spacers
Simple wound care: sterile and clean dressings	IM, SQ, PO, SL, rectal and topical medications
Pulse oximetry and incentive spirometry	Set up oxygen tank
Initiate BLS and AED	Draw blood from central lines/PICC lines (UCH Blood Draw Skill competency must be successfully completed and signed by RN preceptor)

- Students may be required to write out documentation of patient clinic visit for RN preceptor to enter into clinic specific computer documentation system. See **Item #2 Documentation** for additional student documentation requirements.

7. Dress Code

Students will follow UCH and school of nursing policies and procedures related to Professional Behaviors and Appearance. No stethoscope covers; no artificial nails; no body piercing or body art beyond what is currently permitted by policy.

OR and L&D students must wear green hospital laundered scrubs for direct patient care.

Psychiatric Unit students will follow business casual dress section of the UCH Professional Behaviors appearance policy.

8. Other Guidelines for Students:

Will have electronic medical record access to review lab and diagnostic test results only and access for documentation as appropriate to the clinical area. See Item #2, Documentation.

Will not be placed for clinical experiences on units where they are currently employed.

Cannot complete a clinical experience on a unit or service where a family member is a patient.

Must hold current certification in American Heart Association Basic Cardiac Life Support (BCLS) and be able to apply BCLS knowledge in an emergency situation as needed.

**UNIVERSITY of COLORADO HOSPITAL
NIC: Venous Access Device Maintenance (2440)**

Definition: Management of the patient with prolonged venous access via tunneled and non-tunneled percutaneous catheters and implanted ports.

Performance Criteria	Meets Criteria Please Initial	Comments
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Knowledge Demonstration: Drawing Blood from Central Line

Verbalizes rationale for holding all infusions currently infusing through alternate CVAD lumens during blood draw.			
Verbalizes rationale for not withdrawing blood from CVAD that has current heparin infusion.			

Skill Demonstration: Drawing Blood from Central Line

Gathers equipment:			
Antiseptic Swabs (Chloroprep or Betadine and Alcohol).			
10 ml luerlock syringes.			
Gloves.			
0.9% NS 30 ml vial.			
10 units/ml Heparin.			
Blood vacutainer tubes.			
Blood transfer device.			
Washes hands, dons gloves, explains procedure.			
Draws up 5 ml NS in 10 ml syringe.			
Draws up two 10 ml NS syringes.			
Draws up appropriate amount heparin for one lumen of CVAD.			
Wipes off largest lumen of CVAD with antiseptic swab.			
Attaches syringe and flushes with 5 ml NS.			
Withdraws 5 ml blood as waste.			
Attaches new 10 ml syringe and withdraws blood sample.			
Attaches luerlock syringe to blood transfer device and places blood sample into vacutainer tube.			
Attaches NS syringe and flushes lumen (20 ml NS).			
Attaches heparin syringe and flushes lumen.			
Discards syringes in needle bucket.			

Student Name (print): _____ Unit: _____			
Evaluator Signature: _____ Date: _____			

